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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

10 of November 12, 2014

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

November 12, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

AUTHORIZATION TO USE INFORMATION TECHNOLOGY FUNDS AND APPROVAL OF A WORK ORDER FOR CONSULTING SERVICES WITH GARTNER CONSULTING TO DEVELOP A DATA CENTER REQUIREMENTS ASSESSMENT AND CONSOLIDATION STRATEGY

(ALL SUPERVISORIAL DISTRICT) (3 VOTES)

SUBJECT

The Chief Information Officer is requesting Board authorization to utilize \$600,000 from the Information Technology Fund and approval of a Work Order with Gartner Consulting for consulting services to assess County departments' data center requirements and to develop a data center and consolidation strategy.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and authorize the use of \$600,000 from the County of Los Angeles' (County) Information Technology Fund (ITF) to develop a Data Center Requirement Assessment and Consolidation Strategy (Strategy);
2. Approve and delegate authority to the Chief Executive Officer (CEO) to execute a Work Order and any necessary Change Orders for consulting services under the as needed Strategic Planning and Related Services Master Agreement (SPMA) with Gartner Consulting at a maximum amount not to exceed \$600,000; and
3. Approve a 60-day extension to return to the Board with a written Strategy Report.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On September 30, 2014, your Board approved a substitute joint Motion by Supervisors Mark Ridley-Thomas and Don Knabe to:

1. Instruct the Chief Information Officer (CIO), in consultation with the Director of the Internal Services Department (ISD) to contract with, under an existing Master Agreement, an independent third-party agency or firm with a physical presence in the region that specializes in data center design and implementation in order to provide the Board of Supervisors with a written report within 120 days, with a comprehensive and realistic recommendation regarding the County's current requirements for total and raised floor space, power and utility needs for a data center. The recommended scope should:

- a. Reflect the replacement of ISD's Downey Data Center (DDC);
- b. Ensure that the same data center is ready to consolidate most of the County's 65 data centers; and
- c. Accommodate future growth and consolidation, factoring in virtualization and anticipated changes in data center and information technologies.

2. Instruct the Chief Executive Officer (CEO) to contract with a second independent third-party agency or firm to assess and analyze the short and long-term financial, logistical, and operational impacts associated with acquiring, leasing, or constructing a data center that meets the needs defined above. The selected agency or firm should be experienced and familiar with California's building code requirements for data center design and construction, possess a deep and practiced understanding of the County's real estate market, and provide a recommendation of the most beneficial and cost-effective option. The recommended scope should:

- a. Consider the range of options to satisfy the County's needs including leasing, purchase, or construction of a new facility.
- b. Identify a County site that will best accommodate current needs and future growth if construction is recommended; and
- c. Compare the benefits and drawbacks of constructing a new facility at the Rancho Los Amigos south campus versus another vacant site.

3. Adopt a policy direction to consolidate departmental data centers in a virtualized, centralized model; and

4. Instruct the CEO, CIO, ISD's Information Technology Services and Departmental Chief Information Officers to form a committee and report back in writing to the Board within 90 days with a Countywide consolidation policy, five-year consolidation roadmap, and an operations governance process for the new data center.

The Motion was amended by Supervisor Zev Yaroslavsky to refer the selected consultants for Board approval. The Work Order with Gartner Consulting will provide the technical consulting services to address Items 1, 3 and 4 of the Motion.

Implementation of Strategic Plan Goals

The recommendation is consistent with the principles of County Strategic Plan Goal 1: Operational Effectiveness: Maximize the effectiveness of processes, structure, and operations to support timely delivery of customer-oriented and efficient public services.

FISCAL IMPACT/FINANCING

The one-time maximum cost of \$600,000 for the Work Order with Gartner Consulting will be funded from ITF.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The SPMA approved by your Board authorizes a list of pre-qualified firms that demonstrated relevant experience and staff capability to provide departments with strategic planning services. Your Board authorized the CEO to review and approve Work Orders, and the County's Purchasing Agent to execute Purchase Orders up to the amount budgeted by the requesting department for services. As required by the Board's directive, Work Orders over \$300,000 to be issued under the SPMA must be submitted for Board approval.

The ITF was established to fund Countywide or multi-departmental technology projects that improve the delivery of services to the public, generate operational improvements to one or more departments or programs, and improve inter-departmental or interagency collaboration.

CONTRACTING PROCESS

Your Board approved a as-needed SPMA in 2008 that allows County departments to acquire consulting services to assist in department strategic planning efforts. This SPMA offers a structure for acquiring needed services through a streamlined acquisition process.

Gartner Consulting is an approved vendor on the SPMA list with qualifications and experience in data center space, electrical, and facility consolidation, as demonstrated in work efforts performed in the States of Hawaii and Florida, and City of New York. With Board approval of the Work Order, Gartner Consulting will:

1. Conduct an assessment of the DDC and approximately 65 departmental computing centers to document the computing requirements to support the development of a consolidation strategy; and
2. Develop a Strategy that takes into consideration the replacement of the DDC, consolidation of most of the County's approximately 65 departmental data centers, and industry best practices to accommodate growth and contemporary computing technologies.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The Strategy will provide a roadmap to replace the DDC and consolidate most of the approximately 65 departmental data centers into a centrally virtualized County data center.

CONCLUSION

Upon your Board's approval, the Executive Officer, Board of Supervisors, is requested to return one

The Honorable Board of Supervisors

11/12/2014

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(1) adopted stamped Board Letter to the CIO.

Respectfully submitted,

A handwritten signature in cursive script that reads "Richard Sanchez". The signature is written in dark ink and is positioned above the printed name.

RICHARD SANCHEZ

Chief Information Officer

RS:PL:sjc

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors